How to Enter ASVAB Scores

1. Log into TEDS

2. Select your school (if you have access to multiple schools)

3. Click on Career Readiness

4. Change **Student Status** to All Students

5. Click Search. You now have a list of all students enrolled in your pathways.

Name ▲	SSID	Pathway	WorkKeys Certificate Level	ASVAB (AFQT)		KOSSA	College Ready
Austin Gerri		Administrative Support	Platinum		Industry Certificates	Not Tested	No
Austin Gerri		Administrative Support	Platinum		Industry Certificates	Not Tested	No
BROWN JOHNNY	9991254785	Administrative Support	Platinum	76	Industry Certificates	Not Tested	No
BROWN JOHNNY	9991254785	Allied Health	Platinum	76	Industry Certificates	Not Tested	No
Brown Sheila Ann	1995846515	Accounting			Industry Certificates	Not Tested	No

6. Click in the **ASVAB box** for the appropriate student.

7. Enter the score earned by the student.

8. Repeat for each student who has an ASVAB score. If not taken, leave box blank.

9. Click **SAVE**.